

# GOVERNMENT OF THE DISTRICT OF COLUMBIA

Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

## DETERMINATION AND FINDINGS FOR A SOLE SOURCE CONTRACT

**CONTRACT NO.:** DCRL-2014-R-0015  
**CAPTION:** Parent Education Support Project  
**PROPOSED CONTRACTOR:** CentroNia, Inc.  
**PROGRAM AGENCY:** Child and Family Services Agency

### FINDINGS

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, and 1701.

**2. MINIMUM NEED:**

The Government of the District of Columbia, Child and Family Services Agency (CFSA), has an immediate need for the services of CentroNia, Inc. to provide a Parent Education Support program for clients of CFSA.

**3. ESTIMATED REASONABLE PRICE:**

\$98,000.00

**4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

- (a) The proposed provider previously administered the program under a grant issued by CFSA. The program does not currently accept referrals of eligible children and families of CFSA; therefore the Agency proposes to continue contracting with the provider.
- (b) The Administration for Children & Families (ACF) is a division of the Department of Health & Human Services of the Federal Government. ACF promotes the economic and social well-being of families, children, individuals and communities. The District of Columbia has applied for a Title IVE waiver and pending formal approval of the waiver by ACF, is proposing to immediately expand the scope of current grantees to accept CFSA referrals of eligible children and families. The providers and programs proposed for expansion above are delineated in the IVE waiver application submitted to and reviewed by ACF; the expansion of the programs has been approved. Because of limitations on available funding, programs implementing evidence-based models that have immediate capacity, have been fully vetted by CFSA, and have limited lead time, are needed to accept CFSA referrals of eligible families and provide services for the duration of the waiver period (demonstration project).

- (c) The proposed provider is aware of the services to be provided and is capable of performing these services within the time constraints levied by the Agency, and has provided these services in the past. Using the Response to Intervention (RTI) approach, CentroNia implements a three-tiered intervention to support low-income, bilingual and immigrant families. The Family Institute hosts a series of workshops based on The Incredible Years curriculum, to educate participants about acceptable, healthy and sustainable parenting models, as well as providing direct support services, emergency support, economic stabilization, comprehensive counseling, case management and referrals. (Current annual grant-funded capacity: up to 100 families)
- (d) A market survey was not performed, since the contract will simply expand the services of the grant to include CFSA referrals of eligible children and families.

**5. CERTIFICATION BY AGENCY HEAD:**

I hereby certify that the above findings are true, correct and complete to the best of my knowledge.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brenda Donald  
Director  
Child and Family Services Agency

**6. CERTIFICATION BY CONTRACTING OFFICER**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency Chief Contracting Officer

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code §2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency Chief Contracting Officer